



# The New York State Contract Reporter

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This document printed  
Thursday, 08/24/2023

## Contracting Opportunity

**Title:** Flexible Spending, Transit, and Wellness Benefit Administration Services  
**Agency:** Hugh L. Carey Battery Park City Authority  
**Division:** Procurement  
**Contract Number:** TBD  
**CR Number:** 2101283  
**Contract Term:** Five Years  
**Date of Issue:** 08/24/2023  
**Due Date/Time:** 09/18/2023 5:00 PM  
**County(ies):** Bronx, Kings, New York, Queens, Richmond  
**Location:** Manhattan, NY, 10282  
**Classification:** Financial - *Consulting & Other Services*  
**Opportunity Type:** General  
**Entered By:** Emily Birdseye  
**Description:** Battery Park City Authority d/b/a Hugh L. Carey Battery Park City Authority (the "Authority") requests proposals (individually a "Proposal" and collectively the "Proposals") from benefit administration firms (individually a "Proposer" and collectively the "Proposers") to provide BPCA with Flexible Spending, Transit, and Wellness Benefit Administration Services. The services shall include, but not be limited to: (1) administration of the Authority's healthcare and dependent care Flexible Spending Accounts ("FSA"), (2) administration of the Authority's monthly transit program, and (3) administration of the Authority's wellness reimbursement program.

A detailed scope of work for which the selected Proposer will be responsible can be found in the RFP which can be found at: <https://bpca.ny.gov/v/apply/rfp-opp/>

Interested parties may download the complete request for proposals ("RFP") via the link provided below or by visiting BPCA's website at [www.bpca.ny.gov](http://www.bpca.ny.gov) and clicking on the "Opportunities" tab. All Proposals must meet the requirements listed in the RFP.

As stated in the RFP, firms interested in responding to the RFP must complete Proposal Submission Packet, found as Exhibit B to the RFP.

**Service-Disabled Veteran-Owned Set Aside:** No

**Minority Owned Sub-Contracting Goal: 0%**

**Women Owned Sub-Contracting Goal: 0%**

**Service-Disabled Veteran-Owned Business Contracting Goal: 0%**

**\* These goods or services have been purchased from an out-of-state/foreign vendor within the past three years.**

**Business entities awarded an identical or substantially similar procurement contract within the past five years:**

**Benefit Analysis Inc.**

## Contact Information

**Primary contact:** Hugh L. Carey Battery Park City Authority  
Procurement  
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**Supporting document shown below:**

The following supporting documents are available for download:

Document title	Description	Type
Flexible Spending, Transit, and Wellness Benefit Administration Services RFP	Request for Proposals document	pdf

To download these documents, please visit the New York State Contract Reporter website: <http://www.nyscr.ny.gov>

## Bid Results

Bid Results have not been entered

## Awards

Awards have not been entered

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